

## SHARE THE RISK

### Guidelines

The performing arts can be unpredictable. Share the Risk can help reduce the risk of your next event.

Share the Risk is a guarantee-against-loss program that aims to reduce the gamble taken by community organisations presenting a professional performing arts event by underwriting costs to a maximum of \$7,000. The fund is designed to cover losses associated with unexpected events such as bad weather, a change in farming schedules or an unforeseen community occurrence. Monies are paid in arrears if a loss is incurred.

**Share the Risk is open all year or until funds are exhausted. Applications must be submitted at least 6 weeks prior to the project start date.**

Country Arts WA will provide written feedback to ensure eligibility. Draft applications are to be emailed to the Investment Officer at least one week prior to the due date for review and feedback.

### PROGRAM OBJECTIVES

Share the Risk aims to:

- Develop regional audiences.
- Develop community skills in presenting ticketed performing arts events.
- Develop an effective regional WA touring circuit.
- Ensure regional communities have access to a diverse range of professional performances.
- Encourage and support community groups in coordinating regional activities.

For further information and assistance contact the Investment Officer on (08) 9200 6200 or Regional free call 1800 811 883

### WHAT WILL SHARE THE RISK FUND

Share the Risk will fund up to 50% of the project's eligible expenditure to a maximum of \$7,000 including:

- Performance fees for the professional performing artist or group.
- Touring costs including travel costs, allowances, accommodation and freight costs.
- Expenses directly related to putting on the performance or event, including venue hire, labour, equipment hire and seating.
- Marketing expenses.

Share the Risk will not fund fundraising or commercial events, non-performing arts events (eg. film festivals), workshop fees or catering costs.

Performances that form part of Country Arts WA's **Shows on the Go** program are eligible for up to half of the performance fee only.

- All community-based not-for-profit organisations in regional Western Australia may apply.
- Organisations do not need to be incorporated but may nominate another incorporated organisation with an ABN to administer funds on their behalf. This is called auspicing.
- Project budgets are required to include at least 15% income on top of projected ticket sales. This can include in-kind support.
- Budgets must breakeven or make a profit.
- Applications should not be seen to be relying on Share the Risk funding to breakeven or make a profit.

## INELIGIBILITY

- Shires and commercial bodies (such as hotels or wineries) cannot apply but can act as an auspice.
- Organisations or groups who receive core or project funds from Lotterywest are not eligible for Share the Risk.
- Projects that have already taken place cannot be funded.
- Organisations with outstanding acquittals at Country Arts WA, The Department of Local Government Sport and Cultural Industries, or Community Arts Network are not eligible.
- Individuals and fundraising ventures are not eligible.
- Schools and educational institutions may not apply but activities organised by community groups that take place within these institutions are eligible.

## HOW MUCH CAN YOU APPLY FOR

Requests up to half of the eligible expenditure to a maximum of \$7,000 (exclusive of GST) will be considered.

## HOW MANY TIMES CAN YOU APPLY

There is no limit to the number of times you can apply for Share the Risk funding, but you must have successfully acquitted any Country Arts WA, Community Arts Network WA or Department of Local Government Sport and Cultural Industries funding previously received.

## HOW TO APPLY

Applicants are required to speak to an Investment Officer at Country Arts WA prior to applying. You can contact us on regional free call 1800 811 883 or [\(08\) 9200 6200](tel:0892006200).

Applicants should make the most of this opportunity by allowing plenty of time for discussion and feedback before submitting your application. If you do not make initial contact, we cannot guarantee that the Investment Officer will have time available to give feedback on your project.

### Apply Online via SmartyGrants

All applications are to be submitted online using the SmartyGrants system. You can log in or register with SmartyGrants via the link on the Country Arts WA website or here: <https://countryartswa.smartygrants.com.au/>

## ASSESSING YOUR APPLICATION

Once you have submitted a final application, it is processed by the Investment Team to ensure eligibility and then sent to the Investment Panel for assessment. Assessors have the discretion to approve all or part of the requested amount based on number of applicants applying and remaining funds in the Share the Risk funding pool.

Country Arts WA may use your application to gather statistical information. This information will enable the analysis of trends and be used to advocate and lobby government for increased support for regional arts and cultural development.

## HOW ARE YOU NOTIFIED OF THE OUTCOME

Once Panel decisions have been made, the Investment Officer will contact you to advise the outcome of your application. Notification of the outcome is within five to ten business days from the date the final application is submitted. If your application is successful, you will receive a contract outlining the terms and conditions of your Share the Risk grant.

## ACKNOWLEDGEMENTS

It is a condition that the Share the Risk program, Country Arts WA and Lotterywest receive appropriate acknowledgment on all material related to the project. Details of acknowledgement requirements will be included in the contract and relevant logos will be provided electronically.

## ACQUITTING YOUR PROJECT

Country Arts WA requires information regarding the outcomes and financials of the project. We recommend applicants build an evaluation plan into the project.

Acquittals are due within 4 weeks of the completion of the project. If your acquittal is not received within four weeks it will be deemed that you do not require any assistance and the funds will be released back into the funding pool for other applicants. Payment, if required, will be processed upon receiving your acquittal.

Applicants who do not need to draw on funding are still required to submit an acquittal.

Share the Risk funding will be paid in arrears on assessment of the acquittal and is subject to evidence that a loss has occurred.

High quality digital photographs (minimum 300dpi or ~1MB) of the project are required for acquittals to be accepted. Country Arts WA may use your acquittal for promotional purposes.

All Share the Risk projects must be acquitted via Smarty Grants.

